



OPERATIONAL MEMO

TITLE:	UPDATED CASE MANAGEMENT ADDITIONAL OPERATIONAL CHANGES IN RESPONSE TO COVID-19 - PROFESSIONAL MEDICAL INFORMATION PAGE (PMIP)
SUPERSEDES NUMBER:	HCPF OM 20-019
EFFECTIVE DATE:	MARCH 13, 2020
DIVISION AND OFFICE:	CASE MANAGEMENT AND QUALITY PERFORMANCE DIVISION, OFFICE OF COMMUNITY LIVING
PROGRAM AREA:	CASE MANAGEMENT AGENCIES
KEY WORDS:	COVID-19, CORONAVIRUS, CASE MANAGEMENT, FUNCTIONAL ELIGIBILITY ASSESSMENT, LEVEL OF CARE, CSR, ULTC 100.2, PROFESSIONAL MEDICAL INFORMATION PAGE
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ISSUE DATE: APRIL 23, 2020	
APPROVED BY: BONNIE SILVA	

HCPF Memo Series can be accessed online: <https://www.colorado.gov/hcpf/memo-series>

Purpose and Audience:

The purpose of this Operational Memo is to inform Case Management Agencies (CMAs) of temporary operational changes to case management requirements based on Centers for Medicare & Medicaid Services (CMS) guidance for completion of functional eligibility paperwork, including the Professional Medical Information Page (PMIP) in response to the COVID-19 pandemic. This Operational Memo supersedes HCFP OM 20-019: Critical Incident Reporting for COVID-19. Updated information is in a separate section below.

Information:

The Families First Coronavirus Response Act, requires that states maintain program eligibility for all members enrolled on March 18, 2020 through the end of the month in which the public health emergency ends. The purpose of this memo is to issue operational guidance for how to implement this federal requirement.

On March 13, 2020, the Department issued guidance extending the amount of time a case manager has to obtain the forms required for all eligibility assessments to 60 days. The case manager has up to 60 days after the assessment and/or Service Plan start date to obtain the following completed forms:

- Statement of Agreement
- Consumer Directed Attendant Support Services Physician Attestation of Consumer Capability
- Children's Extensive Supports (CES) Application Signature Page
- Physician Attestation of Life Limiting Illness Form
- Family Support Services Program (FSSP) Service Plan
- State Supported Living Services Program Service Plan
- In Home Support Services Physician Attestation
- Physician Documentation for Children's Habilitation Residential Program Eligibility

This includes the physical forms required for the following programs:

- Home and Community Based Service (HCBS) Waivers
- Nursing Facility (NF)
- Program of All-Inclusive Care for the Elderly (PACE)
- Hospital Back Up (HBU)
- Intermediate Care Facilities for Individuals with Intellectual Disabilities (ICF/IID)
- Long Term Home Health (LTHH)
- Targeted Case Management
- Colorado Choice Transitions (CCT)
- State General Fund Programs (SGF), Family Support Services Program (FSSP), State Supported Living Services (State-SLS) and Ombudsman Reconciliation Act (OBRA)

The Department authorized the case manager to establish and continue member eligibility for up to 60 days following the program start date while the case manager worked to obtain the required forms.

Updated Information:

The Department of Health Care Policy & Financing (the Department) is temporarily modifying the requirements for a case manager to obtain a completed PMIP for all Home and Community Based Service (HCBS) functional eligibility assessments.

For HCBS assessments completed on or after March 18, 2020, case managers will complete the Universal Long Term Care Functional Eligibility Assessment (ULTC 100.2)

to determine functional eligibility without the requirement for a completed PMIP for the duration of COVID-19 public health emergency.

Members seeking admission into an HCBS waiver that requires a specific diagnosis may do so without a completed PMIP. The case manager will discuss the HCBS waiver criteria with the member to determine the HCBS waiver based on the members self-reported diagnosis and support needs.

At the next regularly scheduled assessment, the case manager will obtain the completed PMIP.

Questions regarding this guidance can be sent to HCPF_HCBS_Questions@state.co.us.

Attachment(s):

None

Department Contact:

HCPF_HCBS_Questions@state.co.us

Department COVID-19 Webpage:

<https://www.colorado.gov/pacific/hcpf/COVID>

For specific information, please call the CDPHE Call Center at 303-692-2700.

For general questions about COVID-19: Call CO-Help at 303-389-1687 or 1-877-462-2911 or email COHELP@RMPDC.org, for answers in English and Spanish (Español), Mandarin (普通话), and more.